

Adm-7

DD/S&T 1587-64
26 May 1964

MEMORANDUM FOR: Executive Officer/DDS
SUBJECT : Request for Executive Furnishings

1. Both of the attached requisitions are for items which will be used in the offices of two GS-16 officials engaged in research and development.
2. Their work requires both of these individuals to have numerous contact and meetings with non-Agency personnel whose grade or corresponding salary would be equal to or more than that which both these persons command. Acquisition of these items is therefore justified from the representational standpoint and is within the purview of HR 45-1M.

ALBERT D. WHEELON
Deputy Director
for
Science and Technology

Attachments

Distribution:

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